

Public Education Commission Governing Body Member Change Notification Form

The Charter Contract, was entered into by and between the New Mexico Public Education Commission, and **North Valley Academy Charter School**, hereafter "The School", effective **1st of July, 2021**. The School was approved for a **5 year** Charter Contract.

NUMBER OF MEMBERS REQUIRED UNDER YOUR SCHOOL'S BYLAWS: At least 5.

NUMBER OF CURRENTLY SEATED GOVERNING BOARD MEMBERS: 6

EFFECTIVE DATE OF CHANGE: 11/18/2021

☐ RESIGNATION

DATE OF RESIGNATION:

NAME OF INDIVIDUAL RESIGNING:

☐ REMOVAL

DATE OF REMOVAL:

NAME OF INDIVIDUAL BEING REMOVED:

REASON FOR REMOVAL:

DESIGNATION OF NEW BOARD MEMBER TO ☐ AN EXISTING POSITION OR ☒ A NEW POSITION

DATE OF DESIGNATION: 11/18/2021

NAME OF INDIVIDUAL BEING DESIGNATED: Monica Chavez

HOME ADDRESS: 10157 Edith Blvd NE, Albuquerque, NM 87113

PHONE NUMBER: 505-379-5993

EMAIL ADDRESS: mchavez@nvanm.org

NAME OF BOARD MEMBER BEING REPLACED:

☐ REQUEST FOR EXTENSION:

☐ VOTE NOT TO REPLACE MEMBER:

The School's Governing Body Member Change Notification is hereby submitted by, **Abby Lewis**, on **12/6/2021**, and affirms the school meets the following eligibility criteria:

☒ Notification was submitted to the PEC within 30 days of change in membership.

☒ The school's governing board is in compliance with all reporting requirements.

Charter School Representative Signature

Date

The School's Governing Body Member, or Charter Representative Change Notification was:

☐ Approved

☐ Denied

Chair, Public Education Commission

Date

**North Valley Academy Charter School
Governing Council- Regular Meeting
November 18, 2021
4:30pm**

A. OPENING BUSINESS

The meeting was called to order by Governing Council Chair Will Duran and initiated by roll call and the Pledge of Allegiance. Due to restrictions in place around Coronavirus this meeting of the Governing Council was held virtually through Zoom and Coronavirus Open Meeting Act guidance from the NM Attorney General's office was followed. Members in attendance: Will Duran- Chair, Victor Marthe- Vice Chair, Claudia Zamora, Thomas Walmsley. Administrative staff present: Julie Geldmacher- Principal, Jennifer Abeyta- Assistant Principal, Sarah Piña- CFO, Abby Lewis- Legal counsel. Also in attendance was potential Council member Monica Chavez. Duran announced that a quorum was present.

Zamora made a motion to approve the agenda. The motion was seconded by Marthe. Roll call vote: Roll call vote: Duran- Aye, Marthe- Aye, Zamora- Aye, Walmsley- Aye.

Zamora made a motion to approve the minutes from the October 21, 2021 meeting. Duran seconded the motion. Roll call vote: Duran- Aye, Marthe- Aye, Zamora- Aye, Walmsley- Aye.

B. ACTION ITEMS

1. Lewis presented the Return to School Policy which was updated with new guidance from PED. Walmsley made a motion to approve as presented. Marthe seconded the motion. Roll call vote: Duran- Aye, Marthe- Aye, Zamora- Aye, Walmsley- Aye.

2. Piña presented the BAR 504-000-2122-0004-I for Professional Development expenses. Zamora made a motion to approve as presented. Marthe seconded. Roll call vote: Duran- Aye, Marthe- Aye, Zamora- Aye, Walmsley- Aye.

3. Piña presented the A/P and Payroll vouchers. Marthe made a motion to approve as presented. Walmsley seconded. Roll call vote: Duran- Aye, Marthe- Aye, Zamora- Aye, Walmsley- Aye.

4. Piña presented the asset disposal information. The assets are technology items that are no longer functional. Zamora made a motion to approve the disposal of the assets as presented. Marthe seconded the motion. Roll call vote: Duran- Aye, Marthe- Aye, Zamora- Aye, Walmsley- Aye.

5. Abeyta presented the need for repairs to the School's music room that will exceed \$25,000. The vendor will be a CES vendor. Duran made a motion to approve these repairs up to \$70,000. Zamora seconded the motion. Roll call vote: Duran- Aye, Marthe- Aye, Zamora- Aye, Walmsley- Aye.

6. Potential Governing Council Member Monica Chavez was introduced and the work of the Council discussed. Chavez is a parent of a student at the school. Duran made a motion to elect Monica Chavez to the North Valley Academy Governing Board. Zamora seconded the motion. Roll call vote: Duran- Aye, Marthe- Aye, Zamora- Aye, Walmsley- Aye.

C. DISCUSSION ITEMS

1. Geldmacher presented the Equity Council update and discussed the plan for professional development in compliance with the Black Education Act.
2. Geldmacher presented her Head Administrator's report including information on structured literacy, a new school social worker, and Istation.
3. Piña presented her Chief Financial Officer report which including information on the state of the school's funding, APS bonds, and Coronavirus funding.
4. The Facility Master Plan was reviewed and discussed in relation to priority of projects.
5. Governing Council Training opportunities were presented.

CLOSING BUSINESS

1. Please email Piña to add agenda items for the next meeting.
2. Next meeting is scheduled for December 16, 2021, at 4:30
3. Meeting adjourned.

ASSURANCES

My name is Monica Chavez and I reside in Bernalillo County. I am a member of the governing body for North Valley Academy a charter school which is located at 7939 4th St NW, Los Ranchos De Albuquerque, NM 87114. I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 228B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.

13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.
14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Monica Chavez
Printed Name

Monica Chavez
Signature

12/02/21
Date

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF BERNALILLO)

I, Monica Chavez, after being duly sworn, state:

1. My name is Monica Chavez and I reside in Albuquerque, New Mexico.
2. I am a member of the governing body of the North Valley Academy Charter School in Los Ranchos, New Mexico.
3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.
4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.
5. I understand that as a member of the North Valley Academy Charter School's governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

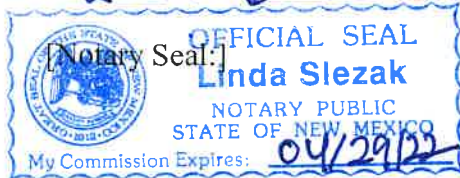
Monica Chavez
[Signature]

12/02/21
Date

Monica Chavez
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 2 day of December, 2021.



Linda Slezak
NOTARY PUBLIC

My commission expires: 04/29/22, 20 22.

STATEMENT OF GOVERNING BODY TO CONSULT WITH PED

We, the undersigned, make up the governing body of the North Valley Academy, located in Los Ranchos de Albuquerque, New Mexico.

In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of North Valley Academy's application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of Financial Custodian" must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE NORTH VALLEY ACADEMY GIVE THE FOREGOING STATEMENT THIS 2ND DAY OF DECEMBER, 2021.

1. **William J. Duran**

[signature]

William Duran

[print]

2. **Victor Marthe**

[signature]

Victor Marthe

[print]

3. **Gayle Edward**

[signature]

Gayle Edward

[print]

4. **Claudia Zamora**

[signature]

Claudia Zamora

[print]

5 **Thomas Walmsley**
[signature]
Thomas Walmsley
[print]

6 **Monica Chavez**
[signature]
Monica Chavez
[print]

Signature: William J. Duran
William J. Duran (Dec 3, 2021 12:17 MST)
Email: wduran@nvanm.org

Signature: Gayle Edward
Gayle Edward (Dec 19, 2021 13:30 MST)
Email: gedward@nvanm.org

Signature: Thomas Henry Walmsley
Thomas Henry Walmsley (Dec 22, 2021 07:26 MST)
Email: twalmsley@nvanm.org

Signature: Victor Marthe
Victor Marthe (Dec 19, 2021 06:18 MST)
Email: vmarthe@nvanm.org

Signature: Claudia Zamora
Claudia Zamora (Dec 20, 2021 09:43 MST)
Email: czamora@nvanm.org

Signature: Monica Chavez
Monica Chavez (Dec 22, 2021 15:02 MST)
Email: mchavez@nvanm.org











NVA - Statement of Governing Body to Consult with PED - 2021 12

Final Audit Report

2021-12-22

Created:	2021-12-03
By:	Sarah Pina (spina@nvanm.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2Yg40QruRGsfY5DA_TUVgQXSNOP6E7MR

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-  Document created by Sarah Pina (spina@nvanm.org)
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-  Document emailed to William J. Duran (wduran@nvanm.org) for signature
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-  Document emailed to Victor Marthe (vmarthe@nvanm.org) for signature
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2021-12-22 - 2:25:59 PM GMT- IP address: 74.125.215.34



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Document emailed to Monica Chavez (mchavez@nvanm.org) for signature

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2021-12-22 - 10:00:03 PM GMT- IP address: 66.249.84.222



Document e-signed by Monica Chavez (mchavez@nvanm.org)

Signature Date: 2021-12-22 - 10:02:14 PM GMT - Time Source: server- IP address: 174.205.242.211



Agreement completed.

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